

# NORTHWEST

computer learning center

2659 Commercial Street SE, Suite 210  
Salem, Oregon 97302

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Fax: (503) 362-0396  
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Web site: www.nwclc.com

## Schedule at a Glance

January - July 2012

For Course Descriptions visit us at  
www.nwclc.com/course\_descriptions.html

<u>Microsoft Access</u>			<u>Adobe Acrobat</u>			<u>Dreamweaver</u>			<u>Microsoft Excel</u>			<u>HTML (Web Design)</u>				
<b>Access 2010/2007 Level I</b>			<b>Acrobat Pro Level I</b>			<b>Level I</b>			<b>Excel 2007 Level III</b>			<b>HTML Level I</b>				
<b>2-Days 9am-4pm \$399</b>	Jan 5-6	Th-F	<b>1-Day 9am-4pm \$225</b>	Jan 26	Thu	<b>1-Day 9am-4pm \$225</b>	Feb 6	Mon	<b>1-Day 9am-4pm \$199</b>	Feb 3	Fri	<b>1-Day 9am-4pm \$199</b>	Jan 25	Wed		
Jan 15-16	W-Th	Mar 6	Tue	Mar 28	Wed	Feb 21	Wed	Mar 21	Wed	Mar 15	Thu	Mar 15	Thu	Mar 23	Mon	
Apr 3-4	Tu-W	Apr 16	Mon	May 15	Tue	Apr 13	Fri	Apr 13	Fri	May 17	Thu	Jun 5	Tue	Jun 5	Tue	
May 10-11	Th-F	Jun 6	Wed	Jul 2	Mon	Jun 29	Fri	Jun 29	Fri	Jul 30	Mon	Jul 26	Thu	Jul 26	Thu	
Jun 4-5	M-Tu	Jul 9	Mon	<b>Acrobat Pro Level II</b>			<b>Level II</b>			<b>Excel 2010/2007 Level IV (Macros)</b>			<b>HTML Level II</b>			
Jul 11-12	W-Th	<b>1-Day 9am-4pm \$225</b>	Jan 27	Fri	<b>1-Day 9am-4pm \$225</b>	Feb 7	Tue	<b>1-Day 9am-4pm \$225</b>	Feb 9	Thu	<b>1-Day 9am-4pm \$225</b>	Jan 26	Thu	<b>1-Day 9am-4pm \$199</b>	Jan 26	Thu
<b>Access 2010/2007 Level II</b>			<b>Adobe Captivate</b>			<b>Microsoft Excel</b>			<b>Excel 2010/2007 Level I</b>			<b>Adobe Illustrator</b>				
<b>2-Days 9am-4pm \$399</b>	Jan 12-13	Th-F	<b>Captivate 5.5 Level I</b>	Mar 7	Wed	<b>Excel 2010/2007 Level I</b>	Jan 4	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 18	Wed	<b>Level I</b>	<b>1-Day 9am-4pm \$225</b>	Feb 15	Wed	
Feb 28-29	Tu-W	Feb 28-29	Mon	Mar 1	Thu	<b>1-Day 9am-4pm \$199</b>	Jan 30	Mon	Jan 18	Wed	Mar 1	Thu	<b>1-Day 9am-4pm \$225</b>	Apr 23	Mon	
Apr 16-17	M-Tu	Apr 16-17	Wed	Apr 18	Wed	Feb 21	Tue	Feb 21	Tue	Mar 25	Wed	Jul 5	Thu	Jul 5	Thu	
May 23-24	W-Th	May 23-24	Wed	May 30	Wed	Mar 15	Thu	Mar 15	Thu	Apr 25	Wed	<b>Level II</b>				
Jun 18-19	M-Tu	Jun 18-19	Thu	Jul 12	Thu	Apr 11	Wed	Apr 11	Wed	Jun 5	Tue	<b>1-Day 9am-4pm \$225</b>	Feb 16	Thu		
Jul 24-25	Tu-W	Jul 24-25	Thu	Jul 12	Thu	May 1	Tue	May 1	Tue	Jun 5	Tue	<b>1-Day 9am-4pm \$225</b>	Apr 24	Tue		
<b>Access Queries</b>			<b>Captivate 5.5 Level II</b>			<b>Excel 2003 Level I</b>			<b>Excel 2003 Level I</b>			<b>Adobe InDesign</b>				
<b>1-Day 9am-4pm \$199</b>	Feb 2	Thu	<b>1-Day 9am-4pm \$225</b>	Feb 7	Tue	<b>1-Day 9am-4pm \$199</b>	Jan 4	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 18	Wed	<b>Level I</b>	<b>1-Day 9am-4pm \$225</b>	Feb 15	Wed	
Mar 13	Tue	Mar 13	Wed	Mar 2	Fri	Jan 30	Mon	Jan 30	Mon	Mar 1	Thu	<b>1-Day 9am-4pm \$450</b>	Mar 22-23	Th-F		
Apr 25	Wed	Apr 25	Wed	Apr 19	Thu	Feb 21	Tue	Feb 21	Tue	Apr 25	Wed	May 7-8	M-Tu	May 7-8	M-Tu	
Jun 14	Thu	Jun 14	Thu	May 31	Thu	Mar 15	Thu	Mar 15	Thu	Jun 5	Tue	Jul 10-11	Tu-W	Jul 10-11	Tu-W	
Jul 30	Mon	Jul 30	Mon	Jul 13	Fri	Apr 11	Wed	Apr 11	Wed	Jun 5	Tue	<b>Level II</b>				
<b>Access Reports</b>			<b>Crystal Reports</b>			<b>Excel 2010/2007 Level II</b>			<b>Excel 2003 Level II</b>			<b>Adobe InDesign</b>				
<b>1-Day 9am-4pm \$199</b>	Feb 3	Fri	<b>Level I</b>	Mar 2	Fri	<b>1-Day 9am-4pm \$199</b>	Jan 5	Thu	<b>1-Day 9am-4pm \$199</b>	Jan 20	Fri	<b>Level I</b>	<b>2-Days 9am-4pm \$450</b>	Feb 1-2	W-Th	
Mar 14	Wed	Mar 14	Wed	Apr 19	Thu	Jan 31	Tue	Jan 31	Tue	Mar 7	Wed	<b>2-Days 9am-4pm \$450</b>	Mar 22-23	Th-F		
Apr 26	Thu	Apr 26	Thu	May 19	Thu	Feb 22	Wed	Feb 22	Wed	Apr 27	Fri	May 7-8	M-Tu	May 7-8	M-Tu	
Jun 15	Fri	Jun 15	Fri	Jul 13	Fri	Mar 16	Fri	Mar 16	Fri	Jun 7	Thu	Jul 10-11	Tu-W	Jul 10-11	Tu-W	
Jul 31	Tue	Jul 31	Tue	<b>Excel 2010/2007 Level II</b>			<b>Excel 2003 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>			
<b>Access 2003 Level I</b>			<b>Level I</b>			<b>Excel 2010/2007 Level II</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 7-8	Tu-W	<b>1-Day 9am-4pm \$225</b>	Jan 18	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 5	Thu	<b>1-Day 9am-4pm \$199</b>	Jan 20	Fri	<b>Level I</b>	<b>2-Days 9am-4pm \$450</b>	Feb 1-2	W-Th	
Apr 9-10	M-Tu	Apr 9-10	Thu	Feb 23	Thu	Jan 31	Tue	Jan 31	Tue	Mar 7	Wed	<b>2-Days 9am-4pm \$450</b>	Mar 22-23	Th-F		
Jun 12-13	Tu-W	Jun 12-13	Wed	Apr 4	Wed	Feb 22	Wed	Feb 22	Wed	Apr 27	Fri	May 7-8	M-Tu	May 7-8	M-Tu	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Jun 28	Thu	<b>1-Day 9am-4pm \$199</b>	May 2	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 7	Thu	<b>Level II</b>	<b>1-Day 9am-4pm \$225</b>	Jul 10-11	Tu-W	
Apr 18-19	W-Th	Apr 18-19	Thu	Jan 19	Thu	May 22	Tue	May 22	Tue	Jun 7	Thu	<b>1-Day 9am-4pm \$225</b>	Jan 17	Tue		
Jun 21-22	Th-F	Jun 21-22	Fri	Feb 24	Fri	Jun 15	Fri	Jun 15	Fri	Jul 27	Fri	Feb 24	Fri	Feb 24	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	May 15	Tue	<b>1-Day 9am-4pm \$199</b>	Jun 15	Fri	<b>1-Day 9am-4pm \$199</b>	Mar 27	Tue	<b>1-Day 9am-4pm \$225</b>	Apr 10	Tue		
Apr 18-19	W-Th	Apr 18-19	Thu	Jun 28	Thu	Jul 20	Fri	Jul 20	Fri	Apr 26	Thu	May 24	Thu	May 24	Thu	
Jun 21-22	Th-F	Jun 21-22	Fri	Jan 19	Thu	Jul 20	Fri	Jul 20	Fri	Jun 6	Wed	Jul 27	Fri	Jul 27	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Feb 24	Fri	<b>1-Day 9am-4pm \$199</b>	Feb 1	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 20	Fri	<b>Level I</b>	<b>2-Days 9am-4pm \$450</b>	Feb 1-2	W-Th	
Apr 18-19	W-Th	Apr 18-19	Thu	Apr 5	Thu	Mar 22	Thu	Mar 22	Thu	Mar 7	Wed	<b>2-Days 9am-4pm \$450</b>	Mar 22-23	Th-F		
Jun 21-22	Th-F	Jun 21-22	Fri	May 16	Wed	Apr 13	Fri	Apr 13	Fri	Apr 27	Fri	May 7-8	M-Tu	May 7-8	M-Tu	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Jun 29	Fri	<b>1-Day 9am-4pm \$199</b>	May 2	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 7	Thu	<b>Level II</b>	<b>1-Day 9am-4pm \$225</b>	Jul 10-11	Tu-W	
Apr 18-19	W-Th	Apr 18-19	Thu	Jan 19	Thu	May 22	Tue	May 22	Tue	Jul 27	Fri	<b>1-Day 9am-4pm \$225</b>	Jan 17	Tue		
Jun 21-22	Th-F	Jun 21-22	Fri	Feb 24	Fri	Jun 15	Fri	Jun 15	Fri	Jul 27	Fri	Feb 24	Fri	Feb 24	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	May 16	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 15	Fri	<b>1-Day 9am-4pm \$199</b>	Mar 27	Tue	<b>1-Day 9am-4pm \$225</b>	Apr 10	Tue		
Apr 18-19	W-Th	Apr 18-19	Thu	Jun 29	Fri	Jul 20	Fri	Jul 20	Fri	Apr 26	Thu	May 24	Thu	May 24	Thu	
Jun 21-22	Th-F	Jun 21-22	Fri	Jan 19	Thu	Jul 20	Fri	Jul 20	Fri	Jun 6	Wed	Jul 27	Fri	Jul 27	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Feb 24	Fri	<b>1-Day 9am-4pm \$199</b>	Feb 1	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 20	Fri	<b>Level I</b>	<b>2-Days 9am-4pm \$450</b>	Feb 1-2	W-Th	
Apr 18-19	W-Th	Apr 18-19	Thu	Apr 5	Thu	Mar 22	Thu	Mar 22	Thu	Mar 7	Wed	<b>2-Days 9am-4pm \$450</b>	Mar 22-23	Th-F		
Jun 21-22	Th-F	Jun 21-22	Fri	May 16	Wed	Apr 13	Fri	Apr 13	Fri	Apr 27	Fri	May 7-8	M-Tu	May 7-8	M-Tu	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Jun 29	Fri	<b>1-Day 9am-4pm \$199</b>	May 2	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 7	Thu	<b>Level II</b>	<b>1-Day 9am-4pm \$225</b>	Jul 10-11	Tu-W	
Apr 18-19	W-Th	Apr 18-19	Thu	Jan 19	Thu	May 22	Tue	May 22	Tue	Jul 27	Fri	<b>1-Day 9am-4pm \$225</b>	Jan 17	Tue		
Jun 21-22	Th-F	Jun 21-22	Fri	Feb 24	Fri	Jun 15	Fri	Jun 15	Fri	Jul 27	Fri	Feb 24	Fri	Feb 24	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	May 16	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 15	Fri	<b>1-Day 9am-4pm \$199</b>	Mar 27	Tue	<b>1-Day 9am-4pm \$225</b>	Apr 10	Tue		
Apr 18-19	W-Th	Apr 18-19	Thu	Jun 29	Fri	Jul 20	Fri	Jul 20	Fri	Apr 26	Thu	May 24	Thu	May 24	Thu	
Jun 21-22	Th-F	Jun 21-22	Fri	Jan 19	Thu	Jul 20	Fri	Jul 20	Fri	Jun 6	Wed	Jul 27	Fri	Jul 27	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Feb 24	Fri	<b>1-Day 9am-4pm \$199</b>	Feb 1	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 20	Fri	<b>Level I</b>	<b>2-Days 9am-4pm \$450</b>	Feb 1-2	W-Th	
Apr 18-19	W-Th	Apr 18-19	Thu	Apr 5	Thu	Mar 22	Thu	Mar 22	Thu	Mar 7	Wed	<b>2-Days 9am-4pm \$450</b>	Mar 22-23	Th-F		
Jun 21-22	Th-F	Jun 21-22	Fri	May 16	Wed	Apr 13	Fri	Apr 13	Fri	Apr 27	Fri	May 7-8	M-Tu	May 7-8	M-Tu	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Jun 29	Fri	<b>1-Day 9am-4pm \$199</b>	May 2	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 7	Thu	<b>Level II</b>	<b>1-Day 9am-4pm \$225</b>	Jul 10-11	Tu-W	
Apr 18-19	W-Th	Apr 18-19	Thu	Jan 19	Thu	May 22	Tue	May 22	Tue	Jul 27	Fri	<b>1-Day 9am-4pm \$225</b>	Jan 17	Tue		
Jun 21-22	Th-F	Jun 21-22	Fri	Feb 24	Fri	Jun 15	Fri	Jun 15	Fri	Jul 27	Fri	Feb 24	Fri	Feb 24	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	May 16	Wed	<b>1-Day 9am-4pm \$199</b>	Jun 15	Fri	<b>1-Day 9am-4pm \$199</b>	Mar 27	Tue	<b>1-Day 9am-4pm \$225</b>	Apr 10	Tue		
Apr 18-19	W-Th	Apr 18-19	Thu	Jun 29	Fri	Jul 20	Fri	Jul 20	Fri	Apr 26	Thu	May 24	Thu	May 24	Thu	
Jun 21-22	Th-F	Jun 21-22	Fri	Jan 19	Thu	Jul 20	Fri	Jul 20	Fri	Jun 6	Wed	Jul 27	Fri	Jul 27	Fri	
<b>Access 2003 Level II</b>			<b>Level II</b>			<b>Excel 2010 Level III</b>			<b>Excel 2003 Level III</b>			<b>Adobe InDesign</b>				
<b>2-Days 9am-4pm \$399</b>	Feb 23-24	Th-F	<b>1-Day 9am-4pm \$225</b>	Feb 24	Fri	<b>1-Day 9am-4pm \$199</b>	Feb 1	Wed	<b>1-Day 9am-4pm \$199</b>	Jan 20	Fri	<b>Level I</b>	<b>2-Days 9am-4pm \$450</b>	Feb 1-2	W-Th	
Apr 18-19	W-Th	Apr 18-19	Thu	Apr 5	Thu	Mar 22	Thu	Mar 22	Thu	Mar 7	Wed	<b>2-Days 9am-4pm \$450</b>	Mar 22-23	Th-F		
Jun 21-22	Th-F	Jun 21-22	F													

**We also offer classes in:**

**Act!**  
**FrontPage**  
**Quattro Pro**  
**WordPerfect**  
**Word Level IV**  
**Word Macros**  
**Older Versions of**  
**Microsoft Office**

**Saturday and Evening**  
**Classes available**

**Please call 503-362-4818 or**  
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**more information.**

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2659 Commercial Street SE, Suite 210  
 Salem, Oregon 97302

**Register for Classes**

**Microsoft OneNote**

**OneNote 2010**  
**1-Day 9am-4pm \$225**  
 Feb 2 Thu  
 Apr 27 Fri  
 Jun 11 Mon

**Microsoft Outlook**

**Outlook 2010**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 23 Mon  
 Feb 29 Wed  
 Apr 5 Thu  
 May 11 Fri  
 Jun 11 Mon  
 Jul 25 Wed

**Outlook 2010**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 24 Tue  
 Apr 6 Fri  
 Jun 12 Tue  
 Jul 26 Thu

**Outlook 2007**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 23 Mon  
 Mar 2 Fri  
 Apr 24 Tue  
 Jun 5 Tue  
 Jul 16 Mon

**Outlook 2007**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 24 Tue  
 Apr 25 Wed  
 Jun 6 Wed  
 Jul 17 Tue

**Outlook 2003**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Feb 10 Fri  
 Apr 9 Mon  
 Jun 20 Wed

**Outlook 2003**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Feb 16 Thu  
 Apr 20 Fri  
 Jun 21 Thu

**Adobe PageMaker**

**2-Days 9am-4pm \$450**  
 Feb 8-9 W-Th  
 May 24-25 Th-F

**Adobe Photoshop**

**Introduction**  
**2-Days 9am-4pm \$450**  
 Feb 9-10 Th-F  
 Apr 2-3 M-Tu  
 Jun 19-20 Tu-W

**Microsoft PowerPoint**

**PowerPoint 2010/2007**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 5 Thu  
 Feb 13 Mon  
 Mar 30 Fri  
 May 9 Wed  
 Jun 13 Wed  
 Jul 23 Mon

**PowerPoint 2010/2007**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 6 Fri  
 Feb 14 Tue  
 May 10 Thu  
 Jul 24 Tue

**PowerPoint 2003**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 30 Mon  
 Mar 7 Wed  
 May 3 Thu

**PowerPoint 2003**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 31 Tue  
 Mar 8 Thu  
 May 4 Fri

**Microsoft Project**

**Project 2010**  
**Introduction**  
**2-Days 9am-4pm \$450**  
 Feb 13-14 M-Tu  
 Mar 27-28 Tu-W  
 May 8-9 Tu-W  
 Jun 27-28 W-Th

**Project 2007/2003**

**Introduction**  
**2-Days 9am-4pm \$450**  
 Jan 25-26 W-Th  
 Mar 12-13 M-Tu  
 May 3-4 Th-F  
 Jun 19-20 Tu-W

**Microsoft Publisher**

**Publisher 2010**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 12 Thu  
 Feb 27 Mon  
 Apr 10 Tue  
 May 29 Tue  
 Jul 5 Thu

**Publisher 2010**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 13 Fri  
 Feb 28 Tue  
 Apr 11 Wed  
 Jul 6 Fri

**Publisher 2007/2003**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 17 Tue  
 Mar 8 Thu  
 Apr 30 Mon  
 Jun 13 Wed

**Publisher 2007/2003**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 18 Wed  
 Mar 9 Fri  
 Jun 14 Thu

**QuickBooks**

**Introduction**  
**2-Days 9am-4pm \$450**  
 Jan 19-20 Th-F  
 Mar 5-6 M-Tu  
 Apr 24-25 Tu-W  
 Jun 7-8 Th-F  
 Jul 23-24 M-Tu

**Level II**  
**1-Days 9am-4pm \$225**  
 Jan 27 Fri  
 Mar 20 Tue  
 Apr 30 Mon  
 Jun 12 Tue  
 Jul 30 Mon

**Microsoft Visio**

**Visio 2010 Level I**  
**1-Day 9am-4pm \$225**  
 Jan 20 Fri  
 Feb 23 Thu  
 Apr 2 Mon  
 May 16 Wed  
 Jul 3 Tue

**Visio 2010 Level II**  
**1-Day 9am-4pm \$225**  
 Please call to schedule

**Visio 2007 Level I**  
**1-Day 9am-4pm \$225**  
 Jan 24 Tue  
 Mar 14 Wed  
 May 18 Fri  
 Jul 5 Thu

**Visio 2007 Level II**  
 Please call to schedule  
**1-Day 9am-4pm \$225**  
**Visio 2003**

**1-Day 9am-4pm \$225**  
 Jan 24 Tue  
 Mar 14 Wed  
 May 18 Fri

**Microsoft Windows**

**Windows 7**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 27 Fri  
 Mar 1 Thu  
 Apr 9 Mon  
 May 25 Fri  
 Jul 17 Tue

**Windows XP**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 9 Mon  
 Please call for additional dates

**Windows 7 or XP**  
**Level II**  
 Please call to schedule

**Microsoft Word**

**Word 2010/2007**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 9 Mon  
 Feb 8 Wed  
 Mar 20 Tue  
 Apr 18 Wed  
 May 29 Tue  
 Jun 21 Thu  
 Jul 17 Tue

**Word 2010/2007**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 10 Tue  
 Feb 9 Thu  
 Mar 21 Wed  
 Apr 19 Thu  
 May 30 Wed  
 Jun 22 Fri  
 Jul 18 Wed

**Word 2010/2007**  
**Level III**  
**1-Day 9am-4pm \$199**  
 Jan 11 Wed  
 Feb 10 Fri  
 Mar 22 Thu  
 Apr 20 Fri  
 May 31 Thu  
 Jul 19 Thu

**Word 2003**  
**Level I**  
**1-Day 9am-4pm \$199**  
 Jan 26 Thu  
 Mar 5 Mon  
 Apr 25 Wed

**Word 2003**  
**Level II**  
**1-Day 9am-4pm \$199**  
 Jan 27 Fri  
 Mar 6 Tue  
 Apr 26 Thu

**Word 2003**  
**Level III**  
**1-Day 9am-4pm \$199**  
 Jan 19 Thu  
 Mar 7 Wed  
 Apr 27 Fri

*Can't find a date that fits your schedule?  
 Call to discuss arranging a class just for you.*